MEMORANDUM

TO: Town Council

FROM: David E. Cox, Town Manager

DATE: March 4, 2021

SUBJECT: Agenda Information – 3/9/2021

The following is additional or summary information regarding matters on the upcoming Town Council Agenda. The numbering below follows the agenda and some routine or self-explanatory items are not discussed in this memo. As you review your packet materials, please do not hesitate to contact the appropriate staff member or me prior to the Council meeting with any questions or concerns. Often, these conversations can help staff and me be prepared for the Council meeting and be ready to facilitate a more productive and efficient meeting for everyone.

5 Presentations

5a Brownfields Redevelopment Agency – Representatives of the Town's Brownfields Redevelopment Agency will make a presentation to the Council regarding its activities to date and its plans for the future as part of the Council's planned review of the Town's various advisory Boards and Commissions.

7 Resolutions/Ordinances/Policies/Proclamations

7a Resolution to Accept Certain Roads in Skyline Estates – The developer of the Skyline Estates subdivision has requested acceptance of the remaining roads in the development. Roads considered for acceptance are Skyline Drive, Highland Terrace and Starview Way, which total approximately 1.1 miles. The acceptance was reviewed by staff and the Planning and Zoning Commission, which has recommended acceptance of the roads conditioned on several items included in their memorandum to the Council.

Recommended Action: Approve the Resolution accepting the roads.

8 Continued Business

8a Follow up from Town Manager Mid-Year Evaluation – The Council will discuss and take appropriate action related to the Town Manager's compensation or other items in follow-up to the mid-year evaluation performed by the Council in Executive Session at the end of the Council's February 23 meeting.

Recommended Action: Adopt an action acceptable to the Council.

The remainder of the items are of a routine nature, in the sole purview of the Council or are announcements. Please contact me or the appropriate staff member with questions or concerns.

Town of East Hampton
Town Council Regular Meeting
Tuesday, February 23, 2021
Virtual Meeting via Zoom

MINUTES

Present: Chairman Pete Brown, Vice Chairman Dean Markham, Council Members Tim Feegel, Derek Johnson, Barbara Moore, Mark Philhower and Kevin Reich and Town Manager David Cox.

Call to Order
Chairman Brown called the meeting to order at 6:30 p.m.

Adoption of Agenda:
A motion was made by Mr. Reich, seconded by Mr. Johnson, to adopt the agenda as written. Voted (7-0)

Approval of Minutes
A motion was made by Mr. Reich, seconded by Mr. Johnson, to approve the minutes of the Town Council Regular Meeting of February 9, 2021 as written. Voted (7-0)

Public Remarks
Lori Wilcox, 4 Hawthorne Road, commented that she is against the use of 94 Main Street for the Board of Education. To help sell the new Town Hall it was proposed the 94 Main Street building would be sold, not repurposed.

Deborah Cunningham, 40 Daly Road, is concerned about the BOE building being repurposed and not being sold as was proposed when voting occurred for the new town hall.

Presentations
None

Bids & Contracts
None

Resolution/ Ordinances/ Policies/ Proclamation
Discussion and Consideration of an Amended Police Department General Order for Drug Testing
Police Chief Dennis Woessner provided an overview of the amended Police Department General Order 4.6 for Employee Drug Testing.

A motion was made by Mr. Philhower, seconded by Mr. Johnson, to approve Police Department General Order 4.6 Employee Drug Testing, as presented. Voted (7-0)

Resolution Regarding Acceptance of a Release of Reversionary Interest in the Town Owned Property at 366 West High Street

Mr. Cox provided an overview of the resolution for the release of the reversionary interest in the property at the Cobalt fire station. This is Town property, but it came with a condition that if the Town stopped using it for a fire house or related use, the property would revert back to the original owner or heirs. Representatives of the original owner have reached out to the Town and offered to remove the reversionary interest condition. The Council has the authority to accept the release.

A motion was made by Mr. Philhower, seconded by Ms. Moore, to approve the resolution regarding acceptance of a Release of Reversionary Interest in the Town Owned Property at 366 West High Street. Voted (7-0)

Continued Business

Consideration of a Motion to Appropriate a Portion of the Coronavirus Relief Funds to the Chatham Health District

The Board of Finance reviewed the request by the Chatham Health District for a portion of the Town's Coronavirus Relief grant funds. The Board of Finance approved an allocation of $19,368.20 as a one-time payment.

A motion was made by Ms. Moore, seconded by Mr. Johnson, to appropriate $19,368.20 to the Chatham Health District from unanticipated Coronavirus Relief Fund grant revenue as recommended by the Board of Finance. Voted (7-0)

New Business

Discussion and Possible Action Related to Use of 94 Main Street by the Board of Education

The Superintendent of Schools and the Board of Education presented a proposal to the Town Council to use the 94 Main Street building for the district's transition program and its IT Department. As a follow up to Public Remarks, it was noted there was no specific agreement when the new Town Hall was proposed that the building would be sold but it was also noted that any current use doesn't preclude a future sale. Superintendent Paul Smith noted the renovations to the building would not be major. The students using the building are between the ages of 18 and 22 and it is more of an internship program not classroom style.

A motion was made by Mr. Johnson, seconded by Ms. Moore, to approve the use of 94 Main Street as outlined and approved by the Board of Education. Voted (6-1) Mr. Philhower against.

Discussion and Possible Action on a Plan for 1 Watrous Street

Mr. Cox provided an overview of the documents presented and proposed an RFP process. The RFP would receive concepts from those with an interest in the property, evaluation of future use and the potential financial relationship between the Town and the potential owner.

A motion was made by Mr. Markham, seconded by Ms. Moore, to have the Town Manager prepare an RFP for the sale and development of 1 Watrous Street in consultation with a subcommittee of Council members including Mr. Johnson, Mr. Markham and Mr. Feegel. Voted (7-0)

Town Manager Report

Mr. Cox provided an overview of the Town Manager's Report, which will be included with the minutes filed in the Town Clerk's Office.

Mr. Cox also noted that the RFQ for the Conservation Lake Commission for the Lake Limnologist was inadvertently not brought to the Council for approval. The RFQ was recently provided to Council members for review. The final decision on the company will be brought to the Council for approval.

Appointments

A motion was made by Ms. Moore, seconded by Mr. Philhower, to appoint Virginia Yenkner to the Brownfields Redevelopment Agency, Zachary Nelson to the Design Review Board, Eric Gibson to the Housing Authority and Kevin Reed as an alternate on the Zoning Board of Appeals. Voted (7-0)

The Appointments Sub-Committee will be meeting on March 2 to interview the Conservation-Lake Commission members related to the change in appointing authority to the Town Council from the Town Manager. They will also meet again on March 9.

Tax Refunds

A motion was made by Mr. Markham, seconded by Mr. Feegel, to approve tax refunds in the amount of $7,083.08. Voted (7-0)

Public Remarks

Andrew Simonow, 13 Aldens Crossing, commented that he was the individual that made an offer to purchase 1 Watrous Street. He loves the town and would like to be a partner with the Town on this property.

Communications, Correspondence & Announcement

January 2021 Board and Commission Summary

Council members received the January 2021 Board and Commission Summary.

The Council recognized Melody Philhower, a paraeducator at Center School, as being named East Hampton's Paraeducator of the Year.

Executive Session

Town Manager Performance Evaluation

A motion was made by Mr. Johnson, seconded by Mr. Philhower, to enter Executive Session at 7:45pm with Town Manager David Cox invited into the session. Voted (7-0)

Executive Session ended at 8:15pm.

Adjournment

A motion was made by Mr. Reich, seconded by Ms. Moore, to adjourn the meeting at 8:15pm. Voted (7-0)

Respectfully Submitted,

Cathy Sirois
Recording Clerk

RESOLUTION

TOWN OF EAST HAMPTON TOWN COUNCIL

RESOLUTION APPROVING THE ACCEPTANCE OF CERTAIN ROADS IN THE SKYLINE ESTATES SUBDIVISION

DRAFT – March 4, 2021

WHEREAS, the Skyline Estates subdivision was approved by the East Hampton Planning and Zoning Commission in two phases on or about June 5, 2007 and September 1, 2007 to include roadways named Sunrise Lane, Skyline Drive, Highland Terrace and Starview Way; and

WHEREAS, on or about November 27, 2018, the Town Council approved acceptance of the first phase road Sunrise Lane; and

WHEREAS, the developer of Skyline Estates has requested approval and Town acceptance of the remaining roads in the subdivision, which request was reviewed by the Department of Public Works and the Planning and Zoning Commission; and

WHEREAS, the Planning and Zoning Commission considered the request at its meeting on February 3, 2021 and has recommended acceptance of the roads pursuant to Conn. Gen. Stat. 8-24 conditioned on several items presented by Public Works as outlined in a memorandum from the Planning and Zoning Commission attached hereto as Exhibit A; and

WHEREAS, said recommendation for acceptance includes the land and roads associated with Skyline Drive, Highland Terrace and Starview Way as shown in the map attached as Exhibit B.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Town of East Hampton Town Council that it concurs with the recommendation of the Planning and Zoning Commission and pursuant to Town Charter Section 2.4 does hereby accept the aforementioned roads as identified in Exhibit B attached hereto as public Town roads conditioned on completion of the items outlined in the memorandum attached hereto as Exhibit A.

BE IT FURTHER RESOLVED that the Town Manager execute or cause to be executed by the appropriate officials the necessary deeds or other documents to effect the acceptance of the aforementioned roads.

Approved this 9th day of March, 2021.

TOWN COUNCIL	ATTEST
_____	_____
James Brown, Chairperson	Kelly Bilodeau, Town Clerk

PLANNING & ZONING COMMISSION
TOWN OF EAST HAMPTON
www.easthamptonct.gov

Ray Zatorski, Chairman
Kevin Kuhr, Vice Chairman
Roy Gauthier
Rowland Rux
James Sennett
Angelus Tammaro
Meg Wright
Ted Hintz, Jr. - Alternate
Mike Kowalczyk, Alternate
Tim Puglielli, Alternate

To: East Hampton Town Council
From: East Hampton Planning and Zoning Commission
Re: Skyline Estates Road Acceptance Request
Date: March 9, 2021

At the February 3, 2021 meeting of the East Hampton Planning and Zoning Commission the request to accept all remaining roads at the Skyline Estates Subdivision was reviewed by the Commission. The request of the developer includes the acceptance of all roads within the subdivision not already accepted by the Town. This includes Skyline Drive, Highland Terrace, and Starview Way, which combined, equates to approximately 6000 linear feet of road.

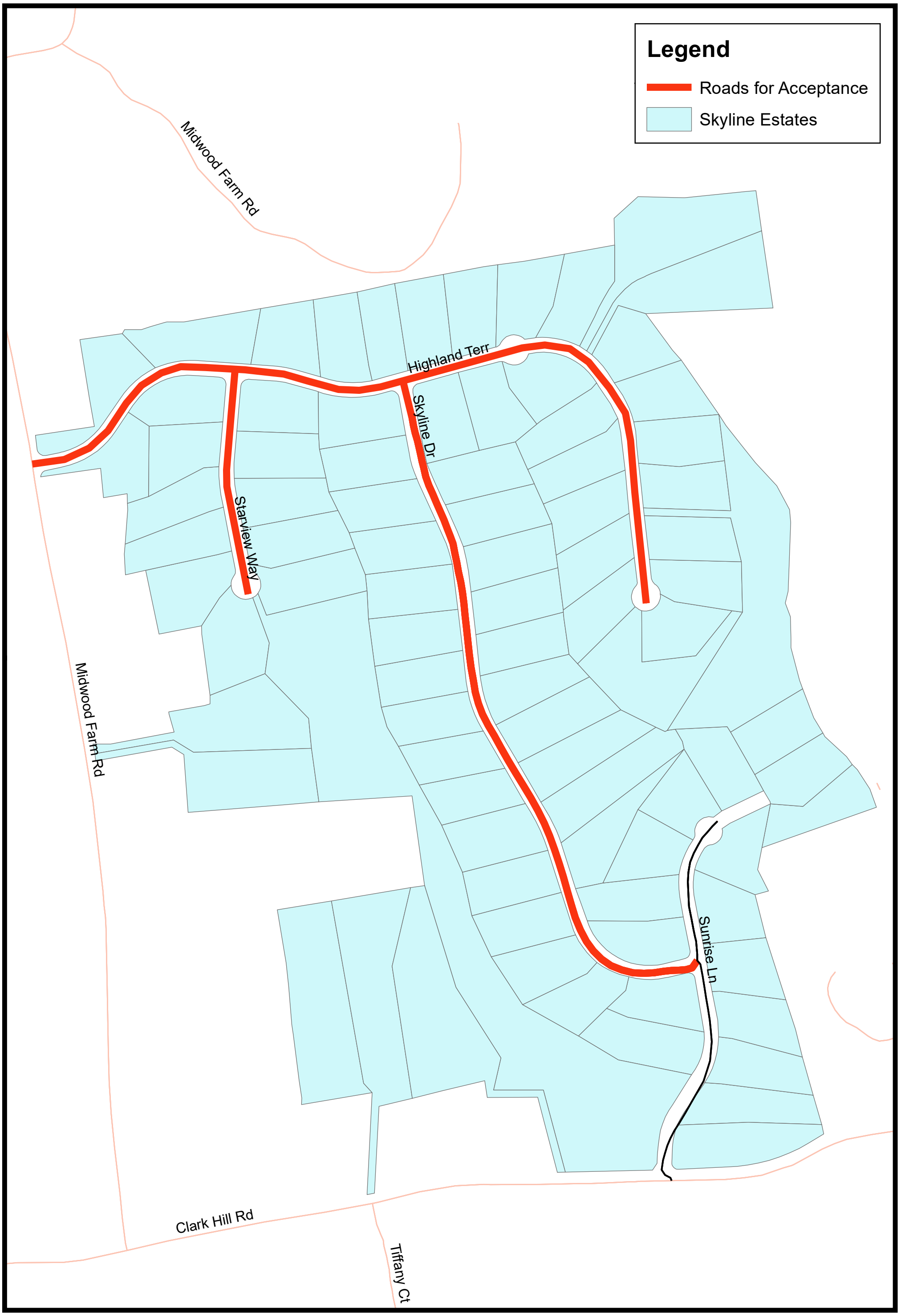
In accordance with the Zoning Regulations, a maintenance bond of no less than 10% of the original performance bond amount has been received in the form of a Letter of Credit in the amount of $205,285.

The Commission voted to recommend acceptance of the roads at Skyline Estates subject to the condition that the following punch list items identified by the Public Works Director be addressed prior to the release of the Maintenance Bond:

1. Complete install of all chain-link fencing surrounding and associated with all detention basins within the development. This also includes repairing any existing damaged chain-link fencing and gates.
2. The Driveway Apron at 44 Highland Terrace has icing and ponding issues associated with how the sidewalk was installed and the fact that the driveway was installed long before the road was close to grade leaving some question as to what the finished road grade was to be in this area. This issue needs to be resolved between the homeowner and the developer to ensure that the town is not left to take corrective action. Provide a plan of action and timeline for its execution for approval.
3. All drainage pipes protruding into catch basins or manholes shall be cut flush with the wall of the structure and shall be grouted around the edge with non-shrink grout.
4. Reset the stop sign at the intersection of Highland Terrace and Starview Way.
5. Mill and repave area in front of house number 46 on Skyline Drive. There is a manhole in this area that was left high by the last paving operation. This has caused a significant bump in the road and ponding issues. The limits and details of this milling and paving are to be determined in the field and approved by the Director of Public Works.
6. Mow and clear all detention basin areas and access roads.
7. Remove any sediment buildup from detention basins. (Note: due to the timing of this inspection and snow and ice on the basins it was difficult to determine if there was any sediment build up in the ponds. This will have to be determined at a later date but will need to be addressed by the developer.)
8. Vactor out all catch basins and drainage manholes within the project.
9. Street sweep all roads proposed for acceptance.
10. Remove all construction debris/materials and waste from within the proposed right of ways.

Road Acceptance Request - Skyline Estates

Agenda Item 7a
Exhibit B



This map is for planning purposes only.
It should not be used for conveyance or other legal purposes.

0 130 260 520 780 1,040 Feet

N
W E
S

Intersection of
Midwood Farm Rd & Highland Terr

Highland Terrace Looking East

View of Highland Terrace Looking East

View of
Starview Way Looking South

Intersection of
Highland Terr & Skyline Dr

Crosswalk on Highland Terr

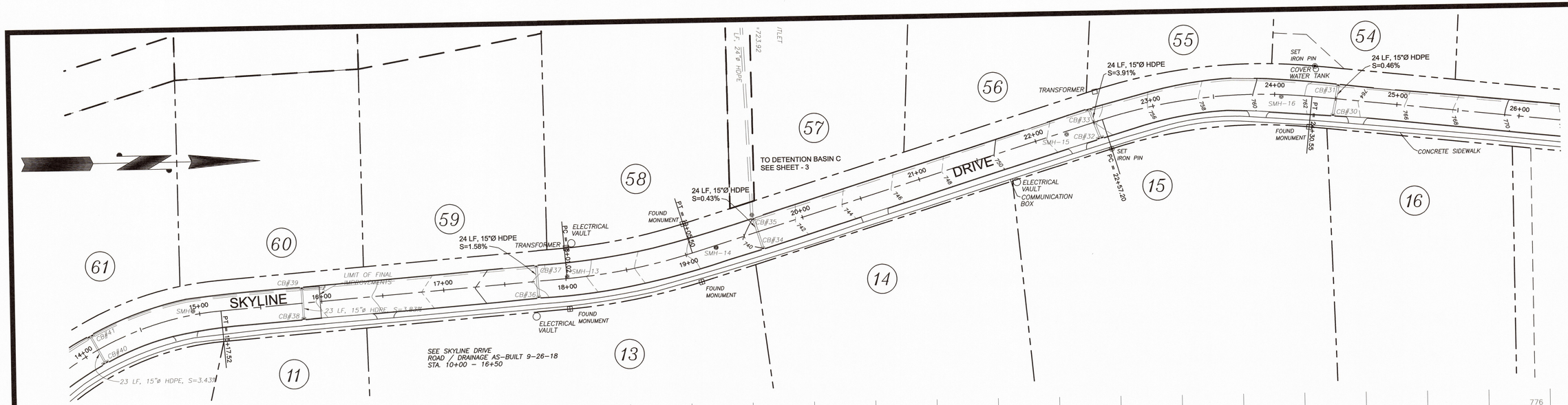
Highland Terr Looking SouthEast

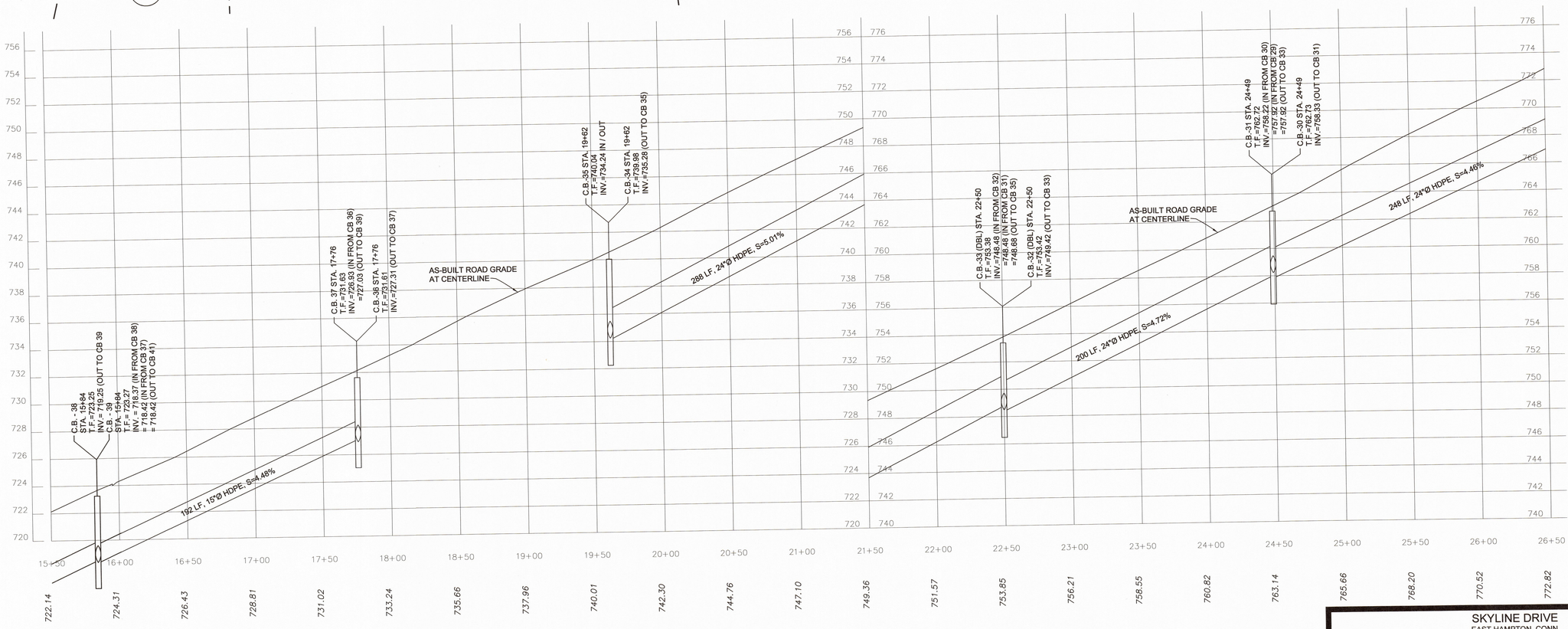
Skyline Dr
Looking South

Skyline Dr
Looking South

Skyline Dr
Looking South

Intersection of
Skyline Dr & Sunrise Ln





This Survey and Map has been prepared in accordance with SECTIONS 20-300b-1 through 20-300b-20 of the REGULATIONS OF CONNECTICUT STATE AGENCIES "Minimum Standards for Surveys and Maps in the State of Connecticut" as endorsed by the Connecticut Association of Land Surveyors, Inc.

The Topography on this map conforms to the standards of a Class T-2 Topographic Survey

Robert A. Bascom

Robert A. Bascom, L.S. Conn. License #14,199

0' 40' 80' 120'

SCALE IN FEET

COPYRIGHT © 2020 BY BASCOM & BENJAMIN,LLC ALL RIGHTS RESERVED. THIS DOCUMENT OR ANY PART THEREOF MUST NOT BE REPRODUCED OR UTILIZED IN ANY FORM WITHOUT WRITTEN PERMISSION OF BASCOM & BENJAMIN,LLC.

STATE OF CONNECTICUT ROBERT A. BASCOM No. 14199 LICENSED LAND SURVEYOR

REVISIONS

NO.	DESCRIPTION	BY	DATE

SKYLINE DRIVE
EAST HAMPTON, CONN

SKYLINE ESTATES

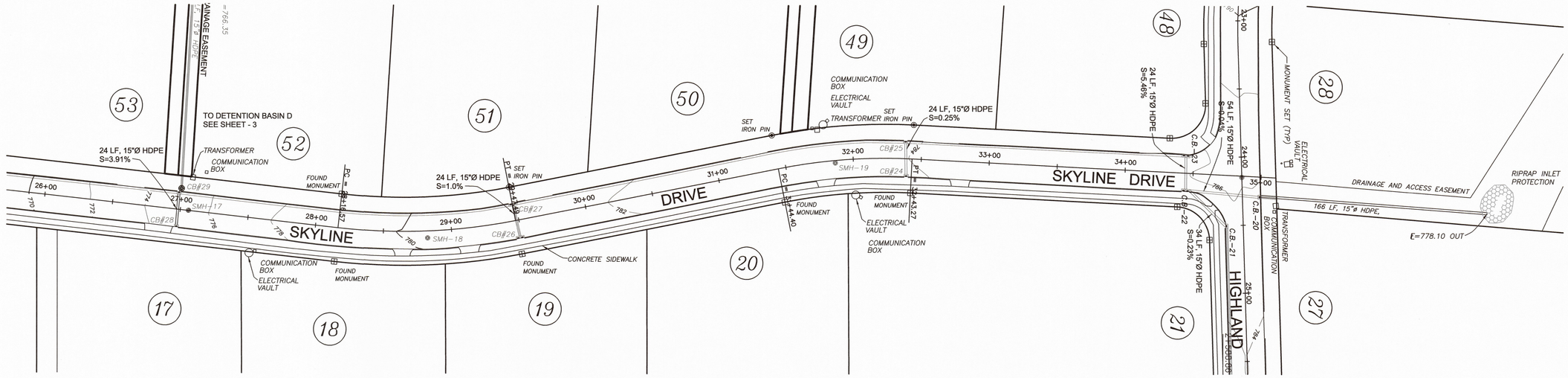
PHASE B1 & B2

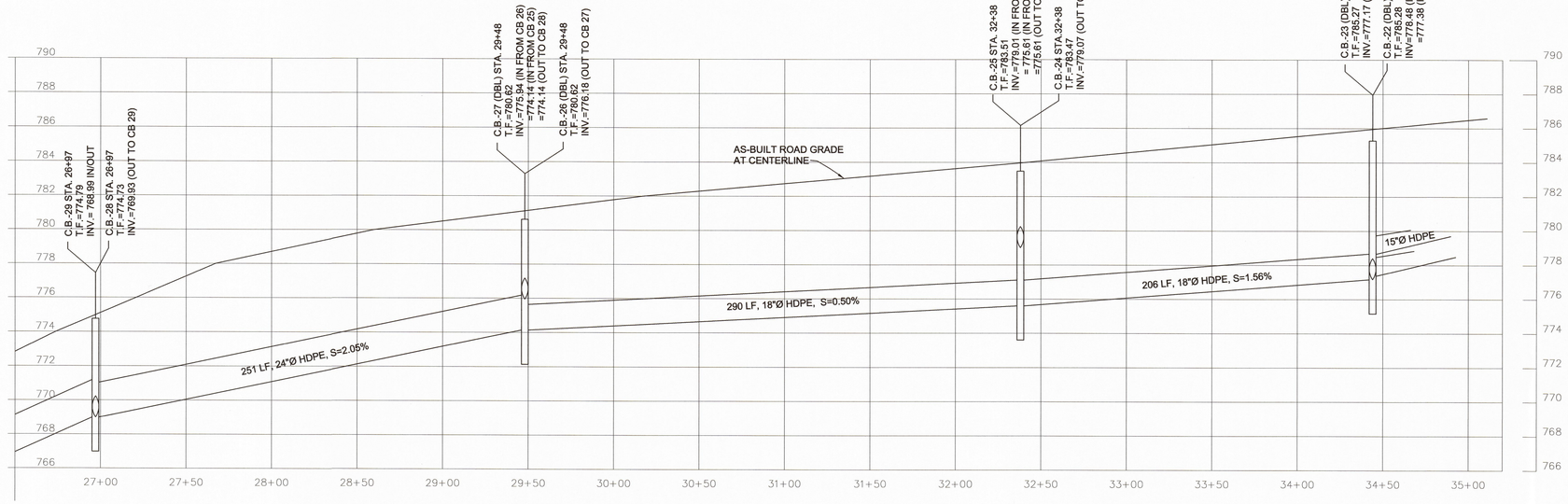
ROAD / DRAINAGE AS-BUILT
STA. 16+50 - 26+50

DESIGNED BY:
DRAWN BY: S.M.S.
CHECKED BY: P.M.B.
APPROVED BY:

PROJECT No. 731-07
SHEET No. 1 OF 6
SCALE: 1"=40' HORIZ. 1"=4' VERT.
DATE: 11-27-20

BASCOM & BENJAMIN, LLC
SURVEYING and ENGINEERING CONSULTANTS
360 MAIN STREET DURHAM, CONN
TEL. (860) 349 - 1676





This Survey and Map has been prepared in accordance with SECTIONS 20-300b-1 through 20-300b-20 of the REGULATIONS OF CONNECTICUT STATE AGENCIES "Minimum Standards for Surveys and Maps in the State of Connecticut" as endorsed by the Connecticut Association of Land Surveyors, Inc.

The Topography on this map conforms to the standards of a Class T-2 Topographic Survey.

Robert A. Bascom

Robert A. Bascom, L.S. Conn. License #14,199

0' 40' 80' 120'

SCALE IN FEET

COPYRIGHT © 2020 BY BASCOM & BENJAMIN,LLC
ALL RIGHTS RESERVED. THIS DOCUMENT OR ANY PART THEREOF MUST NOT BE REPRODUCED OR UTILIZED IN ANY FORM WITHOUT WRITTEN PERMISSION OF BASCOM & BENJAMIN,LLC.

STATE OF CONNECTICUT
ROBERT A. BASCOM
NO. 14199
LICENSED LAND SURVEYOR

REVISIONS

NO.	DESCRIPTION	BY	DATE

SKYLINE DRIVE
EAST HAMPTON, CONN

SKYLINE ESTATES

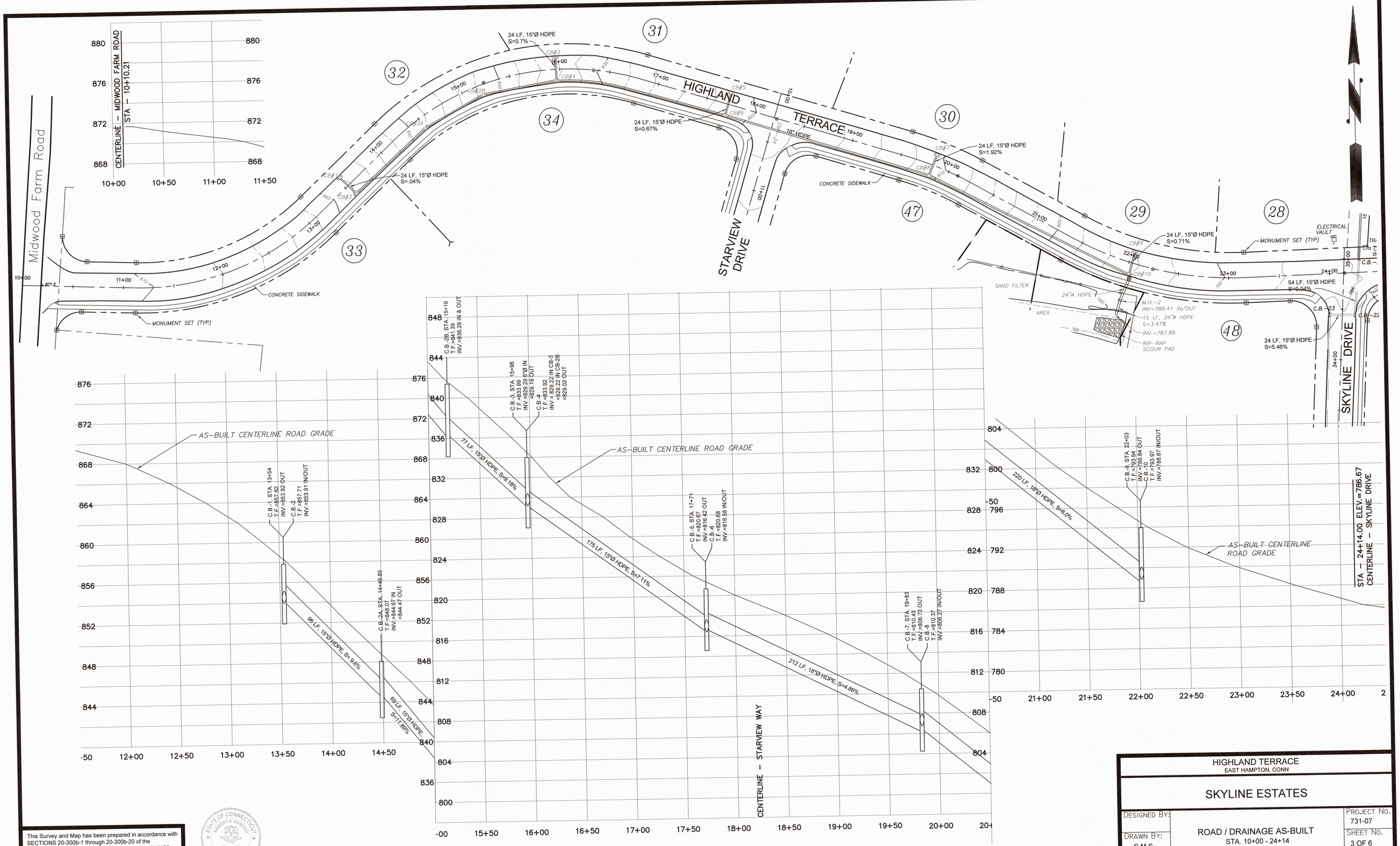
PHASE B1 & B2

ROAD / DRAINAGE AS-BUILT
STA. 26+50 - 35+00

DESIGNED BY:
DRAWN BY: S.M.S.
CHECKED BY: P.M.B.
APPROVED BY:

PROJECT NO. 731-07
SHEET NO. 2 OF 6
SCALE: 1"=40' HORIZ. 1"=4' VERT.
DATE: 11-27-20

BASCOM & BENJAMIN, LLC
SURVEYING and ENGINEERING CONSULTANTS
360 MAIN STREET DURHAM, CONN
TEL. (860) 349 - 1676



This Survey and Map has been prepared in accordance with SECTIONS 20-300b-1 through 20-300b-20 of the REGULATIONS OF CONNECTICUT STATE AGENCIES "Minimum Standards for Surveys and Maps in the State of Connecticut" as endorsed by the Connecticut Association of Land Surveyors, Inc.

The Topography on this map conforms to the standards of a Class T-2 Topographic Survey.

Robert A. Bascom

Robert A. Bascom, L.S. Conn. License #14,199

STATE OF CONNECTICUT ROBERT A. BASCOM No. 14199 LICENSED LAND SURVEYOR

COPYRIGHT © 2020 BY BASCOM & BENJAMIN,LLC ALL RIGHTS RESERVED. THIS DOCUMENT OR ANY PART THEREOF MUST NOT BE REPRODUCED OR UTILIZED IN ANY FORM WITHOUT WRITTEN PERMISSION OF BASCOM & BENJAMIN,LLC.

0' 40' 80' 120'
SCALE IN FEET

REVISIONS

NO.	DESCRIPTION	BY	DATE
1	LOT-28 CONNECTION	P.B.	10-7-20

HIGHLAND TERRACE
EAST HAMPTON, CONN

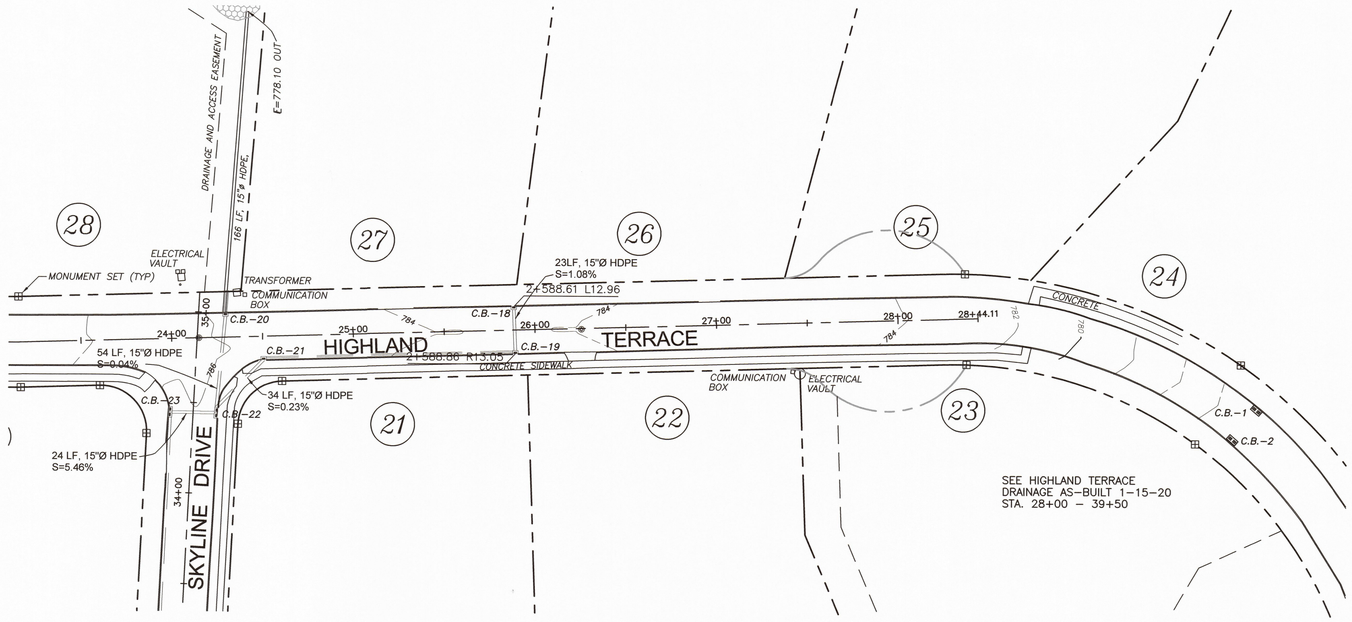
SKYLINE ESTATES

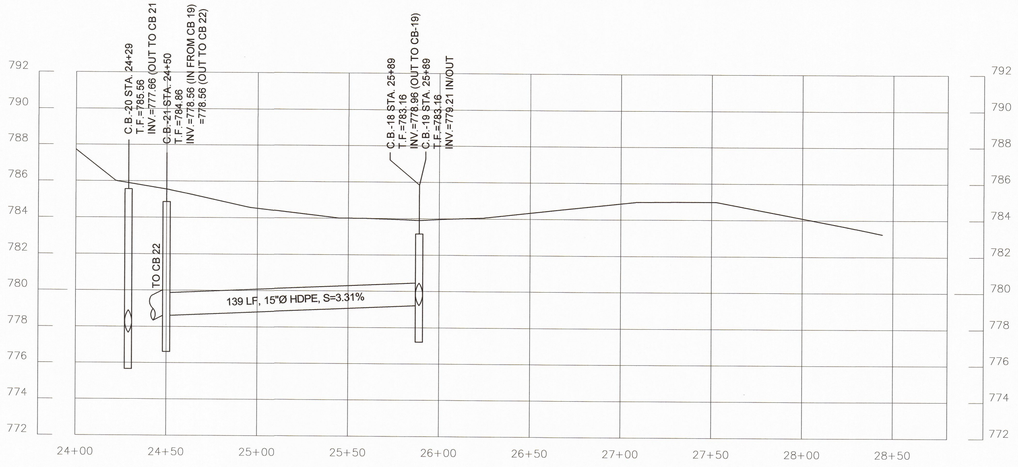
ROAD / DRAINAGE AS-BUILT
STA. 10+00 - 24+14

DESIGNED BY:
DRAWN BY: S.M.S.
CHECKED BY: P.M.B.
APPROVED BY:

PROJECT No. 731-07
SHEET No. 3 OF 6
SCALE: 1"=40' HORIZ. 1"=4' VERT.
DATE: 11-27-20

BASCOM & BENJAMIN, LLC
SURVEYING and ENGINEERING CONSULTANTS
360 MAIN STREET DURHAM, CONN
TEL. (860) 349 - 1676





This Survey and Map has been prepared in accordance with SECTIONS 20-300b-1 through 20-300b-20 of the REGULATIONS OF CONNECTICUT STATE AGENCIES "Minimum Standards for Surveys and Maps in the State of Connecticut" as endorsed by the Connecticut Association of Land Surveyors, Inc.

The Topography on this map conforms to the standards of a Class T-2 Topographic Survey.

Robert A. Bascom

Robert A. Bascom, L.S. Conn. License #14,199

0' 40' 80' 120'

SCALE IN FEET

COPYRIGHT © 2020 BY BASCOM & BENJAMIN,LLC ALL RIGHTS RESERVED. THIS DOCUMENT OR ANY PART THEREOF MUST NOT BE REPRODUCED OR UTILIZED IN ANY FORM WITHOUT WRITTEN PERMISSION OF BASCOM & BENJAMIN,LLC.

STATE OF CONNECTICUT ROBERT A. BASCOM No. 14199 LICENSED LAND SURVEYOR

REVISIONS

NO.	DESCRIPTION	BY	DATE

HIGHLAND TERRACE
EAST HAMPTON, CONN

SKYLINE ESTATES

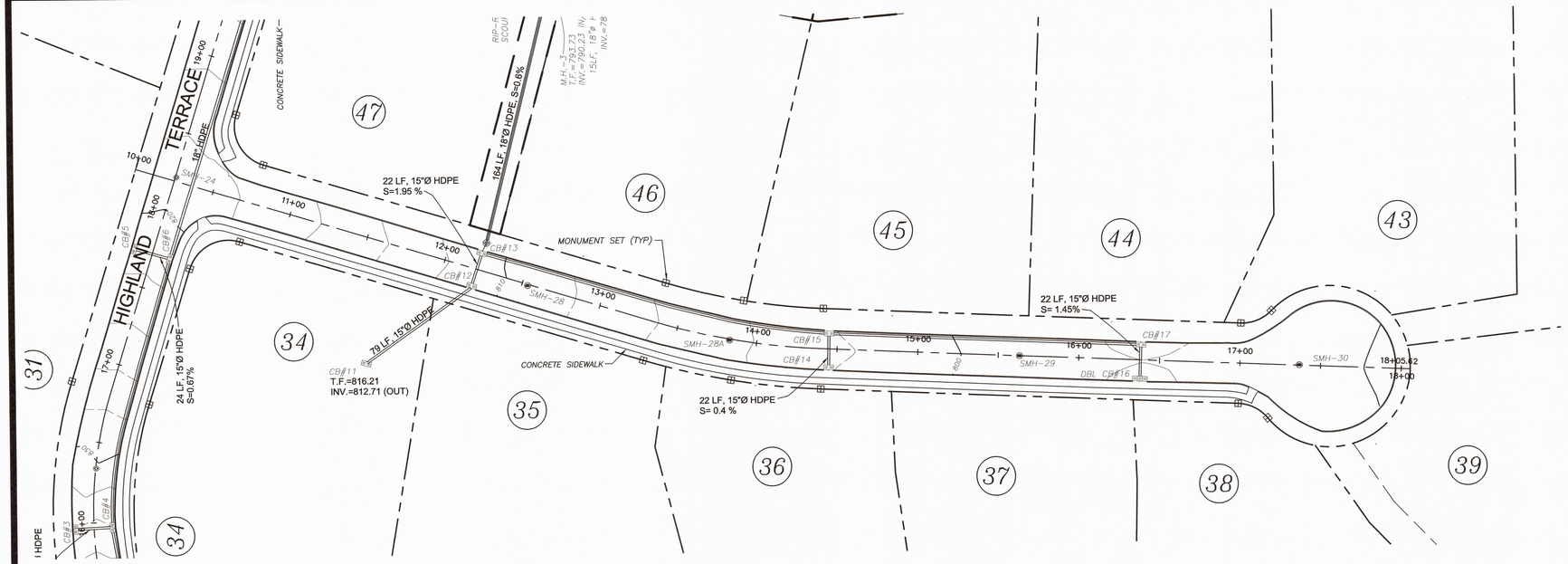
PHASE C

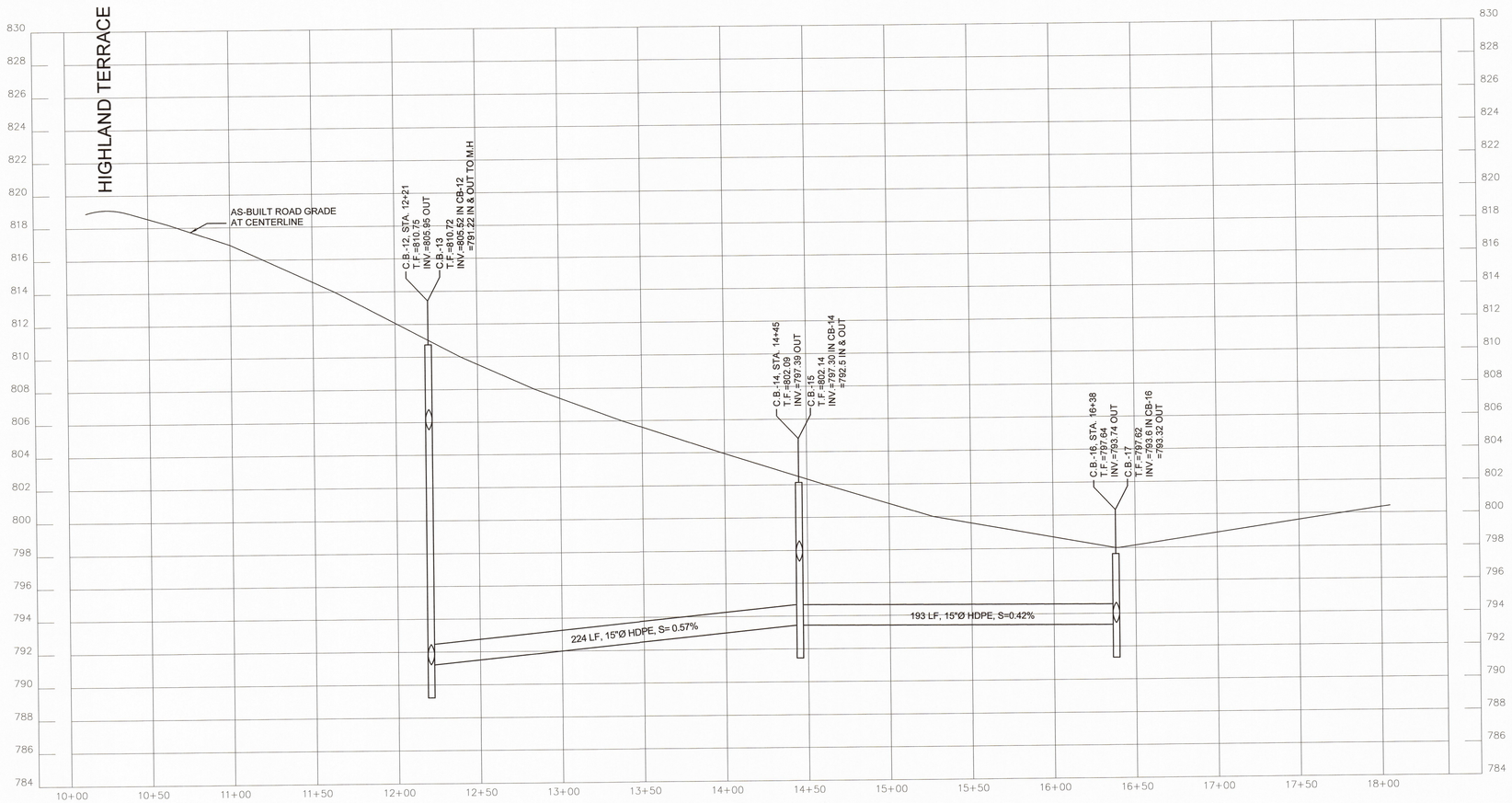
ROAD / DRAINAGE AS-BUILT
STA. 24+00 - 28+00

DESIGNED BY:
DRAWN BY: S.M.S.
CHECKED BY: P.M.B.
APPROVED BY:

PROJECT No. 731-07
SHEET No. 4 OF 6
SCALE: 1"=40' HORIZ. 1"=4' VERT.
DATE: 9-1-20

BASCOM & BENJAMIN, LLC
SURVEYING and ENGINEERING CONSULTANTS
360 MAIN STREET DURHAM, CONN
TEL. (860) 349 - 1676





0' 40' 80' 120'
SCALE IN FEET

COPYRIGHT © 2020 BY BASCOM & BENJAMIN,LLC
ALL RIGHTS RESERVED. THIS DOCUMENT OR ANY PART THEREOF MUST NOT BE REPRODUCED OR UTILIZED IN ANY FORM WITHOUT WRITTEN PERMISSION OF BASCOM & BENJAMIN,LLC.

STATE OF CONNECTICUT
ROBERT A. BASCOM
No. 14199
LICENSED LAND SURVEYOR

This Survey and Map has been prepared in accordance with SECTIONS 20-300b-1 through 20-300b-20 of the REGULATIONS OF CONNECTICUT STATE AGENCIES "Minimum Standards for Surveys and Maps in the State of Connecticut" as endorsed by the Connecticut Association of Land Surveyors, Inc.

The Topography on this map conforms to the standards of a Class T-2 Topographic Survey.

Robert A. Bascom

Robert A. Bascom, L.S. Conn. License #14,199

REVISIONS

NO.	DESCRIPTION	BY	DATE

STARVIEW WAY
EAST HAMPTON, CONN

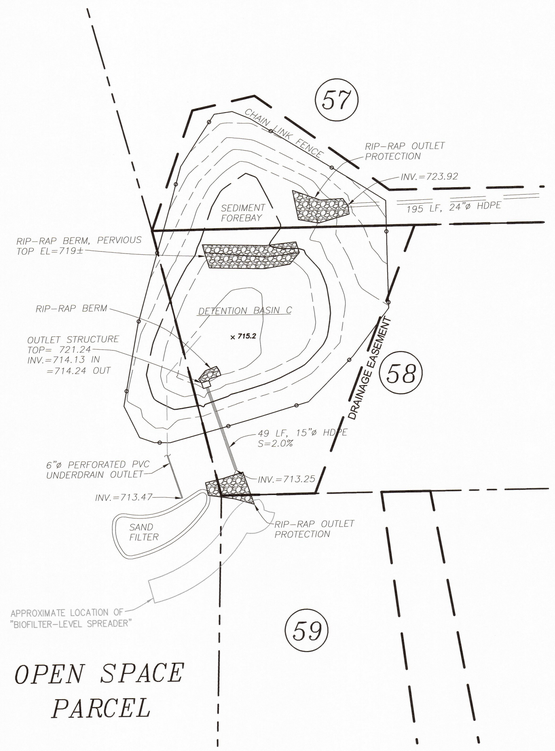
SKYLINE ESTATES

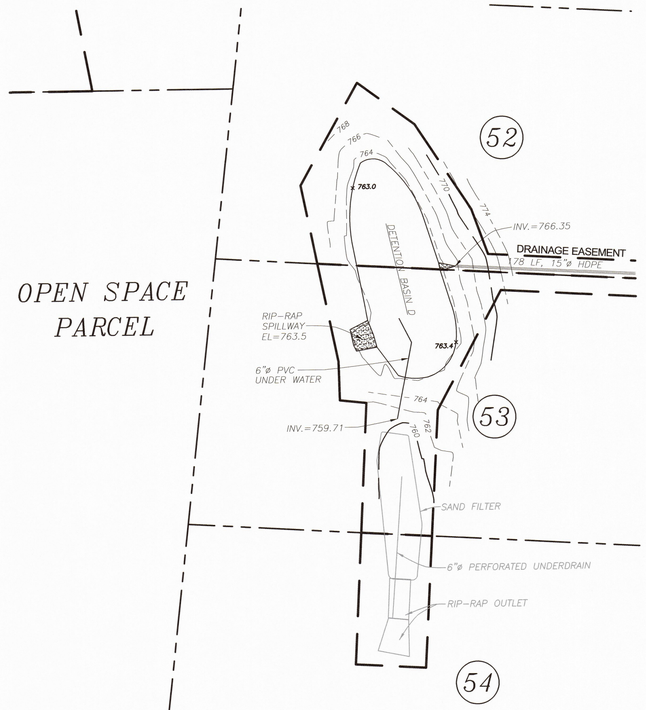
ROAD / DRAINAGE AS-BUILT
STA. 10+00 - 18+00

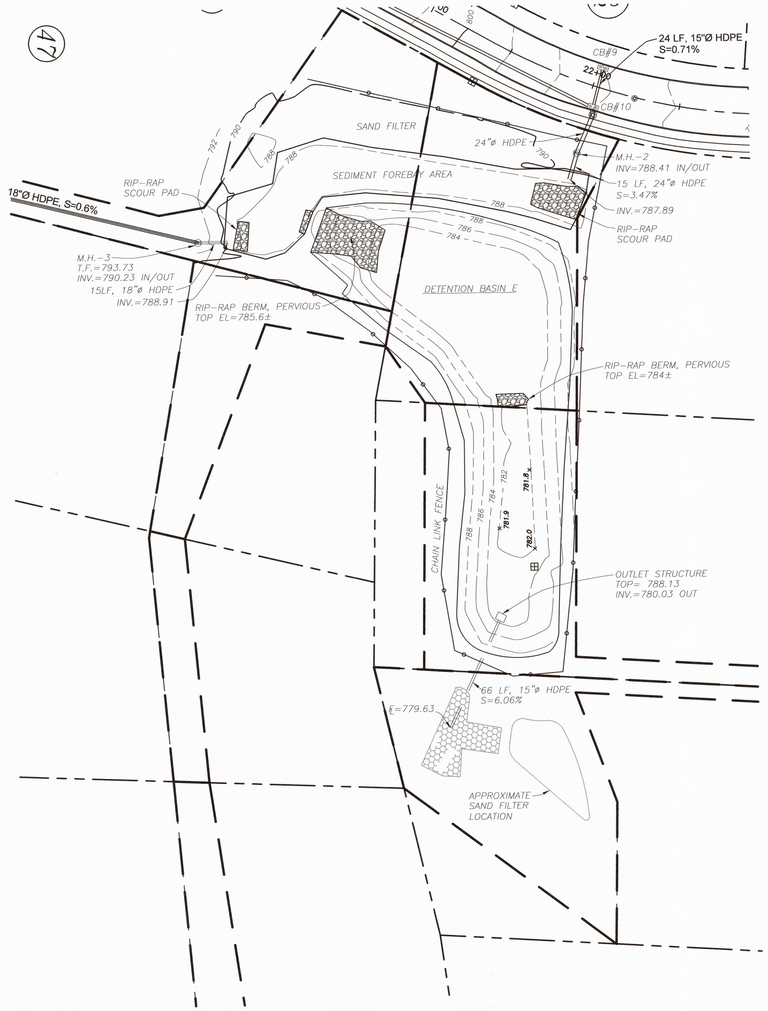
DESIGNED BY:
DRAWN BY: S.M.S.
CHECKED BY: P.M.B.
APPROVED BY:

PROJECT NO. 731-07
SHEET NO. 5 OF 6
SCALE: 1"=40' HORIZ. 1"=4' VERT.
DATE: 11-27-20

BASCOM & BENJAMIN, LLC
SURVEYING and ENGINEERING CONSULTANTS
360 MAIN STREET DURHAM, CONN
TEL. (860) 349 - 1676







0' 40' 80' 120'
SCALE IN FEET

COPYRIGHT © 2020 BY BASCOM & BENJAMIN,LLC
ALL RIGHTS RESERVED. THIS DOCUMENT OR ANY PART THEREOF MUST NOT BE REPRODUCED OR UTILIZED IN ANY FORM WITHOUT WRITTEN PERMISSION OF BASCOM & BENJAMIN,LLC.

This Survey and Map has been prepared in accordance with SECTIONS 20-300b-1 through 20-300b-20 of the REGULATIONS OF CONNECTICUT STATE AGENCIES "Minimum Standards for Surveys and Maps in the State of Connecticut" as endorsed by the Connecticut Association of Land Surveyors, Inc.

The Topography on this map conforms to the standards of a Class T-2 Topographic Survey

Robert A. Bascom, L.S. Conn. License #14,199

STATE OF CONNECTICUT ROBERT A. BASCOM No 14199 LICENSED LAND SURVEYOR

REVISIONS

NO.	DESCRIPTION	BY	DATE

SKYLINE DRIVE
EAST HAMPTON, CONN

SKYLINE ESTATES

ROAD / DRAINAGE AS-BUILT
DETENTION BASIN C, D, & E

DESIGNED BY:
DRAWN BY: S.M.S.
CHECKED BY: P.M.B.
APPROVED BY:

PROJECT No. 731-07
SHEET No. 6 OF 6
SCALE: 1"=40' HORIZ.
DATE: 11-27-20

BASCOM & BENJAMIN, LLC
SURVEYING and ENGINEERING CONSULTANTS
360 MAIN STREET DURHAM, CONN
TEL. (860) 349 - 1676

Office of the **COLLECTOR OF REVENUE**
KRISTY MERRIFIELD, CCMC
kmerrifield@easthamptonct.gov

March 9, 2021

To: The East Hampton Town Council,

The documentation for the tax refunds listed below is available in the Office of the Collector of Revenue for your review. There are four (4) refunds totaling $545.25.

Respectfully Submitted,

Kristy L. Merrifield, CCMC
Collector of Revenue

118.47
87.49
294.88
44.41

004

545.25

BOARD AND COMMISSION SUMMARY
FEBRUARY 2021

Arts & Culture Commission

The Arts & Culture Commission met on February 18 via Zoom. They welcomed a new member, Rebecca Tinelle. Two Capstone project grant submissions were received. One application has been received for the $500 grant. Two others have indicated that they will be submitting applications. There will be no student art purchase this year.

Board of Finance

The Board of Finance met on February 16th via Zoom for their regularly scheduled meeting. Four Board Members were in attendance. The following items were discussed with action resulting:

1. Allocating a Portion of Coronavirus Relief Funds to the Chatham Heath District
   Mr. Turner made a motion to recommend that the Town Council appropriate $19,368.20 to the Chatham Health District from unanticipated Corona Relief grant revenue. The motion was seconded by Mr. Hein. Vote: 3-0-1 (Mr. Jenks). Motion Passed.

2. Non-lapsing Account for Unexpended Education Funds
   Mr. Hein made a motion to establish a non-lapsing unexpended education funds account in accordance with the provisions of Sec. 10-248a of the Connecticut General Statutes. The motion was seconded by Ms. Coshow. Vote: 4-0. Motion Passed.

3. Review and Possible Approval of FY22 Capital Plan
   Ms. Coshow made a motion to postpone further review and possible approval of the FY22 Capital Plan to a meeting when additional BOF members are present. The motion was seconded by Mr. Jenks. Vote: 4-0. Motion Passed.

Board Members were also presented with the detailed 2020 Audit Findings by PKF, O'Connor Davies Lead Auditor, Joe Centofanti.

Brownfields Redevelopment Agency

The Brownfields Redevelopment Agency met on February 22 via Zoom. There was brief discussion for the 1 Watrous, 13 Watrous, and 3 Walnut properties. The members also received an update on the PowerPoint for the Town Council. The members made suggestions of some topics to add into the presentation.

Clean Energy Task Force

The Clean Energy Task Force met on February 2 via Zoom. John Hall of the Jonah Center presented to the members about the new NRG power plant repair. The new repair would cause the plant to run longer and to emit more air pollution. This pollution in the air would blow directly into East Hampton. The members made a motion to recommend the Town Council to oppose the new power plant repair.

Commission on Aging

The Commission on Aging met on February 11 via Zoom. The members received an update regarding the Senior Center activities and the recent COVID vaccine clinic. They also discussed the budget and an upcoming seminar some members will attend.

Conservation-Lake Commission
The Conservation-lake Commission met on February 11 via Zoom. The members received an update on the AIS Grant to study the invasive plants at the bottom of the lake to figure out where they originated. The members reviewed two plans. One plan was for a new residence on Sear's Place and the other plan was to subdivide a 13.5-acre plot of land to retain a 2.5-acre section of the property after selling the house and 10.5 acres of the land. The members then received updates about the budget review, watershed projects and federal funding, sub-committee report on education, advisory panel update, the lake smart program, and the lake level.

Design Review Board
The Design Review Board met on February 18. The members reviewed and discussed two plan reviews. One was for 42 East High Street for The Dublin for a proposed patio for an outdoor seating area. The other was for 34 East High Street for Atlantis Fresh Market for new/ proposed signage, sign lighting, and siding. This is the existing Citgo gas station on East High Street. The members approved of both plan reviews with some recommendations for both.

Economic Development Commission
The Economic Development Commission met on February 16 via Zoom. The members discussed the updates for the Bells on the Bridge project, reviewed the Planning and Zoning minutes and motions, discussed where the new business signs will go, and nominated a business for Business of the Month. The members received an update for the mission statement for the commission and discussed a proposal for a new campaign called Masks for East Hampton Small Businesses. The Rossi Family Foundation would be donating 2,000 adult masks and 2,000 children masks to the campaign. The tentative launch would be for the first week of March.

Ethics Commission
No meeting

Fire Commission
The Fire Commission met on February 8 via Zoom. The members approved of the purchase of a virtual training program with a not to exceed $5,000 fee for the software. The information for the program was sent to all the members to review and all agreed that it would benefit the department greatly. The members received updates about the dry hydrants, the AC upgrade, the budget update, and the 2020 awards update. An awards payout for Matt Walton was approved for $2,007.31.

Inland Wetland Watercourses Agency
Agent Approvals:

A. IW-21-002: Mary Ann Hubert, 68 Spellman Point, to enlarge existing deck by 4' within the Upland Review Area. Map 09A/Block 70/Lot 9.

Continued Applications:

A. IW-21-001: Steve and Diane Lanney, 13 Sears Lane, to construct a new single-family home within the Upland Review Area. Map 04A/Block 63B/Lot 10. Approved

New Applications:

A. IW-21-004: JCG Properties, LLC., 9 Middle Haddam Road, Cobalt, for a 2-lot subdivision within Upland Review Area. Map 01C/Block 9/Lot 5. Continued

Joint Facilities

The Colchester –East Hampton Joint Facilities Board met on February 16 via Zoom. After a final review the members approved the 2021/22 Joint Facilities Operating Budget totaling $2,577,161. Vote: 4-0 Motion passed. The Board authorized the purchase of a replacement RAS pump and new doors for the inlet building for $25,000 respectively, as well as the selling of the 2008 F450 and 1983 Vac truck on govdeals.com. Vote: 4-0 Motion passed

Library Advisory Board

No meeting

Middle Haddam Historic District Commission

The Middle Haddam Historic District Commission met on February 25 via Zoom. The members reviewed and discussed a plan review for 26 Long Hill Road to replace roof shingles, nine windows, and all siding for the house and garage for applicants Charlie and Eileen Gotta. The members discussed the plan and the materials with Charlie Gotta. The members approved of the plan as submitted. The members briefly discussed a letter from Margaret Faber and the McCutcheon's about the possible zone change for Long Hill Road. The members made a motion and approved to keep the existing officers for the commission. The members discussed in more detail the possible zone change for Long Hill Road from residential to commercial. This application is before planning and zoning and is in its early stages.

Parks & Recreation Advisory Board

The Parks & Recreation Advisory Board met on February 2 via Zoom. The members received an update from the Air Line Trail Sub-Committee. They discussed the Master Plan and programming. The Board would like to do a Facility Needs Assessment and discuss the possible purchase of the Sports on 66 building.

The Parks & Recreation Advisory Board held a special meeting on February 16. The members discussed the positives and negatives of the town potentially purchasing the Sports on 66 property. They will do a presentation to the Town Council on March 23.

Planning & Zoning Commission

The Planning & Zoning Commission met on February 3 via Zoom.

Public Hearings

A. Application PZC-20-024: Paula Free, 249 West High St., for a special permit per Sec. 8.4 Motor Fuel Filling Station with a proposed convenience store in the Commercial Zone, Section 5.2. Map 06/Block 12/Lot 1B. Continued
B. Application PZC-20-026: Long Hill Estates, LLC., for a Zone Change from R-2 to C for a new 1.5-acre lot. Map 06/Block 12/Lot 8. Continued
C. Application PZC-20-027: Connecticut Contractors Group, LLC., Young/Daniel Street Subdivision. Map 13/Block 51/Lot 1. Approved with conditions

New Business

A. Application PZC-21-001: Gloria & Troy Deleon, 16 Wells Ave., for a Special Permit for an Accessory Dwelling Unit per Sec. 8.3.M. Map 05A/Block 63A/Lot 1B. PH Scheduled
B. Application PZC-21-002: Timothy Puglielli, 155 Middle Haddam Rd., for a 2-lot subdivision. Map 02/Block 18/Lot 24-3. PH Scheduled
C. Application PZC-21-003: Edgewater Hill Enterprises, Edgewater Circle, for a Site Plan Review for Phase 2 - Salt Pond Apartments consisting of 5 Buildings with 8 Units within each. Map 10A/Block 85/Lot 5C. Approved with conditions
D. 8-24 Review: Acceptance of roads in the Skyline Estates Subdivision including Highland Terrace, Skyline Drive and Starview Way.

Town Facility Building Committee

The Town Facility Building Committee met on February 25 via Zoom. The members discussed the audio-visual equipment. Training was done but BVH still needs to do a punch list. The remaining contingency was discussed. Change order #60 was rejected related to the glass used in the building. They tabled change orders related to piping for the flushometers and the vent pipe riser. The approval of Newfield invoices 24 and 25 were tabled.

Water Pollution Control Authority

The Water Pollution Control Authority Board held a special meeting on February 8th via Zoom. The WPCA committee reviewed and discussed the recommended operating and revenue budget for 2021/22 fiscal year. Any changes or corrections will be made at the March 2, 2021 meeting. Mr. Clayton has been contacted regarding the 20.18-acre parcel on 37 South Main Street and the possibility of a low-pressure system for approx. 19 houses. The Board approved the transfer of $800,000 from the Undesignated Fund Balance (Fund 61) to Capital Fund Balance (Fund 81), Vote 6-0 Motion Passed

Zoning Board of Appeals

The Zoning Board of Appeals met on February 8 via Zoom.
Public Hearings:

A. Application ZBA-21-001, Brian Galovich, 35 Highland Terrace, to increase the lot coverage from previously approved 13% to 17% to construct an 18' x 36' IG pool with 650 sq. ft. concrete decking around and a 20' x 30; pool house. Map 18/Block 44/Lot 78-28. Continued
B. Application ZBA-21-002, Ursula Mascaro, 49 Wangonk Trail, to reduce the north side setback from 15' to 4.47' and the south side setback from 15' to 6.91' to construct a second story addition and a 40 sq. ft. second deck. Map 9A/Block 70C/Lot 39. Approved
C. Application ZBA-21-003, Nancy, Donald Jr., Robert and Sue Briere, 91-93 Lake Drive, to subdivide property for Lot A and B: reduce minimum lot area for Lot A from 20,000 SF to 12,029 SF, reduce lot width for Lot A from 125' to 112.70', increase lot coverage for Lot A from 20% to 23.8% and 28.2% for Lot B, reduce front setback fro Lot A from 25' to 19.6' and reduce the side setbacks for both lots from 25' to 3.8'. Map 25/Block 64/Lot 56. Approved